

MEMORANDUM FOR: Executive Director

FROM: EA/DDCI

Chuck,

Since the attached was a little confusing, I asked Harry to clarify. He was just as confused, noting that this "talk" never took place. At any rate, would you tuck this into whatever you are coming up with for suggestions for the Grace Commission's (President's Private Sector Survey on Cost Control in the Federal Government) efforts to save money.

*Harry*



Attachment:  
ER 83-2996

Date 15 June 1983

FORM 5-75 101 USE PREVIOUS EDITIONS

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**EXECUTIVE SECRETARIAT****Routing Slip**

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
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7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/EE0				
14	D/Pers				
15	D/OEA				
16	C/PAD/OEA				
17	SA/IA				
18	AO/DCI				
19	C/IPD/OIS				
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SUSPENSE \_\_\_\_\_  
Date \_\_\_\_\_

Remarks:



Executive Secretary

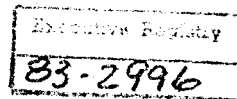
6/10/83

Date

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9 June 1983

MEMORANDUM FOR: Deputy Director of Central Intelligence  
FROM: Director of Central Intelligence  
SUBJECT: Elimination of Inefficiency, Waste and Abuse

Harry Fitzwater dropped in for a talk last evening and brought this memo to crystalize some of the things that came out in our conversation. I leave it to your discretion as to how to follow up and send it along for additional ideas, particularly looking for outside expertise where appropriate, to other members in the Community.



William J. Casey

Attachment:  
DDA 83-0451/4

cc: Executive Director

CONFIDENTIAL

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83-2997

9 June 1983

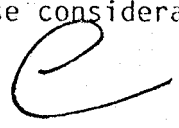
MEMORANDUM FOR: Deputy Director for Administration

FROM: Director of Central Intelligence

SUBJECT: Elimination of Inefficiency, Waste and Abuse

1. Thanks for your response on inefficiency, waste and abuse. As John McMahon probably told you, I want to know that we have examined all elements of the Agency to look for economies, efficiencies, and operations which can be scaled down or eliminated as a result of changing priorities so that we have submitted ourselves to a process as rigorous as that which the Presidential Commission chaired by Peter Grace, made up of business volunteers, has applied to other elements of the government. I would like to see that we have tapped the Grace group for free expertise and experience wherever in the process of our examination it appears it would be safe and profitable to do so.

2. I still think the travel approval may be too loosely and freely given. I understand the security requirements and the special needs of various components requiring approval of either the DDCI or the Executive Director would not, it appears to me, cut across these considerations.



William J. Casey

CONFIDENTIAL

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence  
Executive Director

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Elimination of Inefficiency, Waste, and Abuse

REFERENCE: Memo to DDA from DCI, dtd 19 May 83, same Subject

3. You should be aware that the consolidation of our printing and photographic operation has only been in existence since 1975. Prior to that time, the Agency had three separate printing operations. Since the consolidation, P&PD has decreased by 37 positions while production has steadily



increased both in volume and complexity. You should also be aware that we have recently assigned responsibility to P&PD to conduct the Agency Television Equipment Management Program which will serve to eliminate duplication of effort in this area, make more effective use of our existing equipment, and streamline maintenance contracts.

4. The centralization of travel approvals, mentioned in reference, is very difficult to adapt to this Agency. The need for compartmentation and the "need-to-know" principle dictate against centralization in this area. Further, each of the four Directorates has its own unique requirements and missions closely relating to travel which make it difficult to administer travel on a centralized basis. We, nevertheless, are all guided by the same regulatory issuances which limit the number of Agency officials who may authorize travel and which are rather stringent in the performance of travel regarding scheduling, routing, allowable fares, etc. In addition, there are two Agency components which provide centralized travel services, i.e., the Central Processing Branch assists employees with their travel arrangements, and the Central Travel Branch processes their travel accountings.

5. Please advise if I can provide you with any additional information on the above topics.



Harry E. Fitzwater

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